

MARIJUANA KEYHOLDER AND OWNER VIRTUAL MEETING

PRESENTED BY:

CITY OF BOULDER CANNABIS TEAM

OCTOBER 13, 2022

THIS PRESENTATION WILL BE POSTED TO RECREATIONAL MARIJUANA WEBSITE

STAFF INTRODUCTIONS

- **Pam Gignac, Boulder Police Department**
- **Mike Rangel, Boulder Fire Department**
- **Jon Bergelin, Planning & Development Services**
- **Joel Wagner, Deputy Finance Director**
- **Kristen Changaris, Licensing Manager**
- **Kristen Teague, Jon Yslas, Katelyn Kellogg, and Raymond Jefferson - Licensing Specialists**

PURPOSE OF MEETING

- **City staff will provide recent updates and information, especially focusing on current city changes from 2020 to present:**
 - **Online Licensing and Sales Tax Applications**
 - **City Cannabis Emergency Rules (now expired)**
 - **City Team Inspection Protocols during this time**
 - **Cannabis Licensing and Advisory Board (CLAB)**
 - **Hemp Business Licensing requirements**

CHECK OUT THE NEW CITY WEBSITE AND UPDATE YOUR LINKS!

Go to: <https://bouldercolorado.gov/government/departments/regulatory-licensing>

In the last paragraph at the bottom of that page is a link to “Services & Programs” which if selected will take you to all licenses that our division handles.

All the Same License Types and Webpages are there, but be sure to check out the “How To Apply” sections with instructions on how to file applications and pay online, and also with information about our WEDNESDAY MORNING APPLICATION CLINICS on each webpage!

WEDNESDAY MORNING CLINICS AND MJ EMAIL ROUTING LIST!

- Wednesday morning application clinics continue by phone from 10:30AM to 11:30AM - call in number and meeting code on the Recreational, Medical, and Hemp webpages
- Also email licensingonline@bouldercolorado.gov to be added to email group to receive updates
 - Consider adding your general managers and compliance directors to this list



ONLINE APPLICATIONS

CITY LICENSING STAFF

KEYHOLDER APPLICATION – CHANGES FINAL

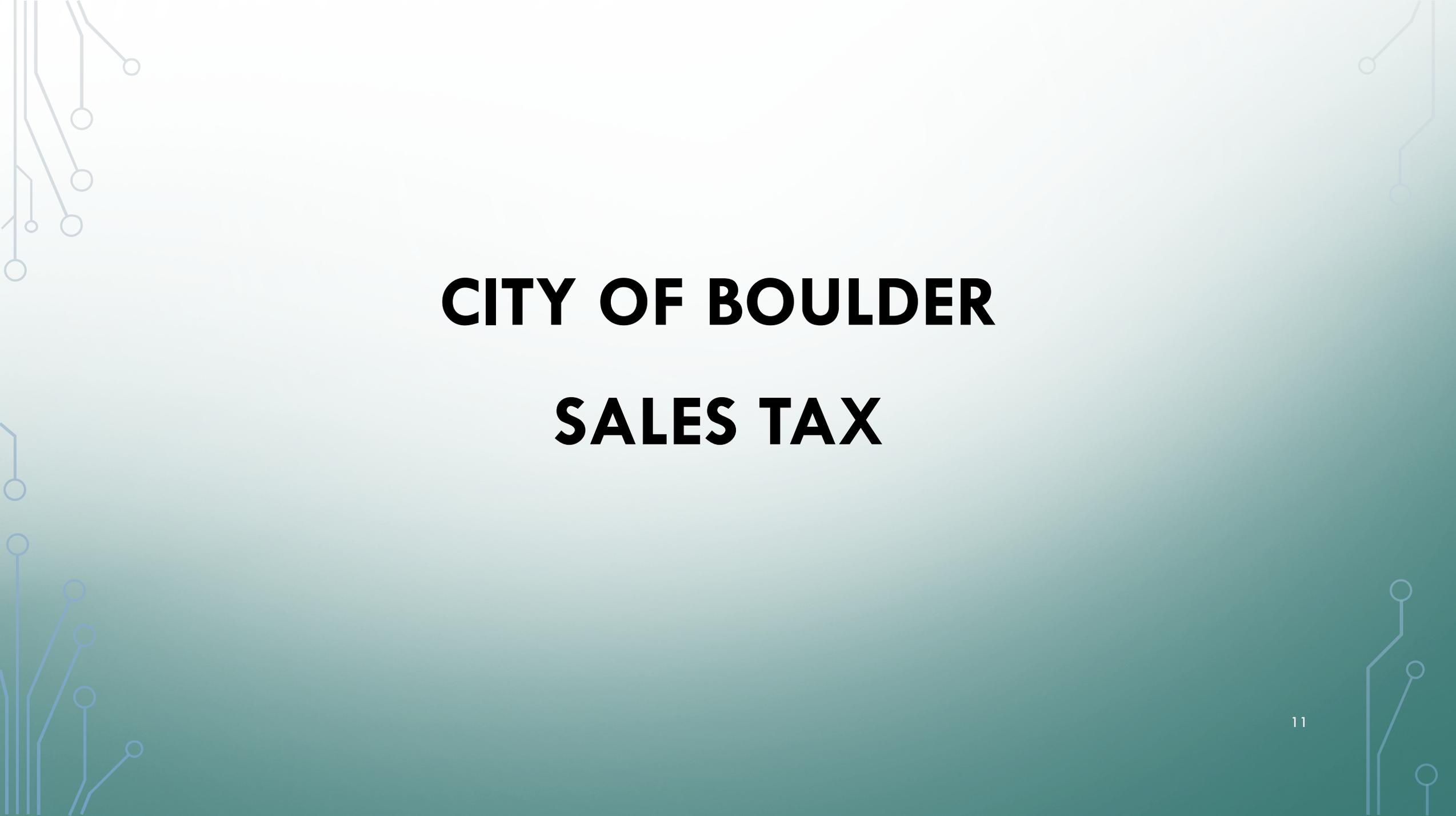
- City Keyholder applications will now be a one-page application that owners will complete and email to our main email address at:
LicensingOnline@bouldercolorado.gov
- City Keyholder applications are no longer available to submit through the EnerGov CSS system
- City Keyholder \$150 fees will be waived, except for city created lists
- City Keyholder lists will be fully reviewed by City Licensing only at license renewal time

ONLINE RENEWAL APPLICATIONS

- Your business will be emailed renewal documents which include online filing and payment instructions - Please make sure we have your correct email addresses
- In-person inspections have resumed
 - **No later than 1 week after city renewal is received, must schedule city inspections with all 3 departments via web scheduling link.**
 - Inspection checklists available on city website
- Certificate of Insurance required for every renewal, esp. General Liability and Workers Comp
- Renewal Summary Report form included in renewal applications and required for each license
- City Keyholders List checked at renewal (those not listed will be marked as removed) required
- Odor Control Plan for Grows for all city renewals
- Note deadline and new city renewal fee (tiers and types- note state change) on renewal cover letter
- Suggestion: create a group email that several staff member can access and count back 60 days from license expiration date so that you always file at least 45 days prior to that date to avoid late fees

SECURE FOLDERS AND WEB PAGE UPDATES

- **City Licensing has created a secure folder system for some application types**
- **Short website form completed, and then secure folder created with link sent to applicant**
- **Once CSS account created and invoices generated which can be paid online**
- **CITY LICENSING WEB PAGE HAS CHANGED= GO TO <https://bouldercolorado.gov> and in the top right-hand menu, select "Government", "City Departments", and then "Regulatory Licensing"**

The background features a gradient from light green at the top to a darker teal at the bottom. In the corners, there are decorative elements consisting of thin, light blue lines that resemble circuit traces or a network diagram, with small circles at the end of the lines.

CITY OF BOULDER

SALES TAX

THE NEW BOULDER ONLINE TAX SYSTEM IS LIVE!

Here's what you need to know:

Access the new site here:

<https://boulderonlinetax.gentaxcpc.net/TAP/>

Boulder Online Tax help videos and articles are here:

<https://bouldercolorado.gov/finance/boulder-online-tax-system-help-center>

Contact Sales Tax Staff at salestax@bouldercolorado.gov

IMPORTANT CHANGES WITH ONLINE FILING:

- **City of Boulder will no longer be mailing returns**
- **Recreational Dispensaries and Grows will have two returns to file:**
 - **Standard Sales and Use Tax (3.86%)**
 - **Additional Sales and Use Tax (3.50%)**
- **Accounts sharing the same Federal Tax ID Number (FEIN) will file a consolidated return under one web logon**

ALL MARIJUANA BUSINESSES USE TAX TYPES/RATES

CITY

TOTAL

- **Use Tax on all Marijuana Businesses**

3.86%

- Applies to Fixed Assets, Taxable Expenses, and Withdrawals from inventory

- **Additional Use Tax on Recreational**

3.5%

7.36%

- No free employee samples or free MJ products are allowed
- Applies to withdrawals at minimum cost of marijuana and marijuana infused products from inventory

MARIJUANA RETAIL BUSINESSES

SALES TAX TYPES/RATES

- **Sales Tax on all Marijuana and Merchandise**

CITY **CITY**

- **Medical Marijuana Sales Tax**

3.86%

- **Applies to all sales including marijuana, marijuana infused products, paraphernalia, and all merchandise**

- **Additional Sales Tax on Recreational**

3.5%

- **Applies to all recreational marijuana and marijuana infused products**

City Tax Chart and linked State AMR which is followed by city sales tax as linked to available on [Sales and Use tax city website](#)

MEDICAL GROWS AND RECREATIONAL GROWS/MIP USE AND EXCISE RATES

	<u>CITY</u>
<ul style="list-style-type: none">• All Medical Marijuana Grow Use Tax<ul style="list-style-type: none">• Applies to Fixed Assets, Taxable Expenses, and Withdrawals from inventory• For the city, there is no excise tax for medical marijuana grows	3.86%
<ul style="list-style-type: none">• Recreational Grows and MIPs Use Tax<ul style="list-style-type: none">• Applies to Fixed Assets, Expenses, and withdrawals of merchandize from inventory	7.36%
<ul style="list-style-type: none">• Recreational Grows City Excise Tax<ul style="list-style-type: none">• Due when any Recreational marijuana leaves the grow facility• State AMR effective quarterly as updated are applied to City Taxes chart available on Sales and Use tax city website	5.00%

YOU CAN ALWAYS REACH US AT:

LICENSING:

LICENSINGONLINE@BOULDERCOLORADO.GOV

SALES TAX:

SALESTAX@BOULDERCOLORADO.GOV



CANNABIS INSPECTION TEAM

SCHEDULING AND INSPECTION HIGHLIGHTS

SCHEDULING YOUR RENEWAL INSPECTIONS

ALL INSPECTION REQUESTS MUST BE MADE WITHIN 7 DAYS FROM THE DATE YOU RECEIVE YOUR RENEWAL APPLICATION FROM CITY LICENSING STAFF

- Cannabis inspections are only completed on Tuesdays and must be scheduled via link on our website:

For Recreational licenses, go to this link: [Recreational Marijuana Business Licenses | City of Boulder \(bouldercolorado.gov\)](#)

and then scroll down to the link here:

4 Schedule Your Inspection

For Renewals, Major Modifications and New Licenses visit the following link to schedule your inspection: <https://bouldercolorado.gov/schedule-cannabis-license-inspection>

For Medical licenses, go to this link: [Medical Marijuana Business Licenses | City of Boulder \(bouldercolorado.gov\)](#)

and then scroll down to the link here:

4 Schedule Your Inspection

For Renewals, Major Modifications and New Licenses visit the following link to schedule your inspection: <https://bouldercolorado.gov/schedule-cannabis-license-inspection>

- Failure to timely schedule your inspections will result in a delay in getting on the inspector's calendars with sufficient time to meet your renewal expiration

BOULDER POLICE DEPARTMENT

Officer Pam Gignac

gignacp@bouldercolorado.gov

PP

■ Positive Themes being found:

- ❖ Owners/Managers are showing a quick response to fix or come into compliance with any noted deficiency.
- ❖ I have found that during my spot checks and renewal inspections, dispensaries are adhering to the odor emission regulations.
- ❖ Recent underage compliance check on 26 recreational dispensaries had 100% pass rate.
- ❖ There has been an uptick in marijuana business burglaries in the metro area where the ATM and Vape products are the main target.

BOULDER FIRE DEPARTMENT

MIKE RANGEL, ASSISTANT FIRE MARSHAL

JOE VOGEL, FIRE CODE INSPECTOR

RANGELM@BOULDERCOLORADO.GOV

VOGELJ@BOULDERCOLORADO.GOV

2018 INTERNATIONAL FIRE CODES

BOULDER FIRE DEPARTMENT HAS UPDATED THEIR INSPECTION CHECKLISTS TO REFLECT UPDATES TO THE NEW INTERNATIONAL CODE CHANGES.

These will be posted on both our [Medical](#) and [Recreational](#) Marijuana Business Licenses web pages under "Cannabis Business Inspection Checklists" along with all other departmental inspection checklists.

FIRE DEPARTMENT

MSDS Information/Signage and Inspection Requirements

- **Three products from the MSDS book will be pulled by Inspector and shall be found by an employee for review.**
- **Hazard identification signs shall be placed on stationary containers and above-ground tanks and at entrances to locations where hazardous materials are stored, dispensed, used or handled in quantities requiring a permit and at specific entrances and locations designated by the fire code official**

FIRE DEPARTMENT

- **Label all containers that contain liquid, even huge watering bins**
- **Write the letters in large, bold print such as “H2O” or “Nutrients” so firefighters can read them from a distance in case of a spill. This will help avoid your facility being shut down as a haz-mat situation.**
- **Permanent marker is usually better than paper**

FIRE DEPARTMENT

KNOX BOX SECURITY SYSTEM – Only the Fire Department has access to the Knox Box





BUILDING DEPARTMENT

JON BERGELIN

PLANNING & DEVELOPMENT

SERVICES

bergelinj@bouldercolorado.gov

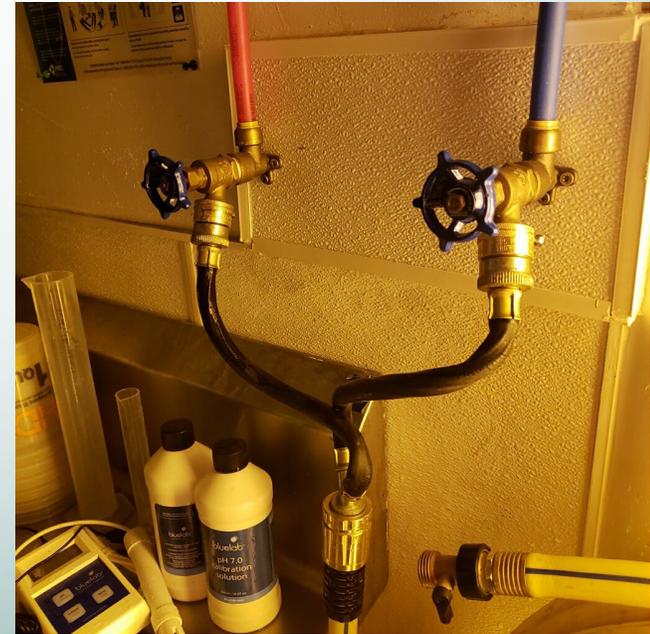
BUILDING DEPARTMENT

- **Code requirement states that the business must be ventilated so that the odor of cannabis cannot be detected at the exterior of the cannabis business or at any adjoining use or property.” Boulder Revised Code for marijuana 6-14-8(h) & 6-16-8(h). Boulder Revised Code for hemp 4-33-7 (d).**
- **No extension cords (or power strips) as permanent wiring**
- **AFFIX WELL refrigerators and freezers to structures**

COMMON PLUMBING VIOLATIONS



SOLUTIONS



COMMON ELECTRICAL VIOLATIONS



SOLUTIONS



COMMON BUILDING VIOLATIONS



CANNABIS LICENSING & ADVISORY BOARD (CLAB) AND UPCOMING HEMP LICENSE RENEWALS

**KRISTEN CHANGARIS
LICENSING MANAGER**

ChangarisK@bouldercolorado.gov

303-441-3005

CANNABIS LICENSING & ADVISORY BOARD (CLAB)

- **CLAB meets the first Monday of each month at 3:00 PM**
- **Next meeting date is November 7**
- **CLAB is a 7-member volunteer board (+ 2 ex-officio members) with representatives from MJ industry, health and education, and community at large**
- **Policy Suggestion Forms may be submitted (found on CLAB webpage)**
- **Public comments are taken and limited to 3 minutes**
- **CLAB meeting agendas are sent to the current MJ email routing group**
- **CLAB Meetings are now being held virtually and audio recordings/materials are posted to CLAB website <https://bouldercolorado.gov/government/board-commissions/cannabis-licensing-advisory-board>**

HEMP 2022 LICENSE RENEWALS

- **Only required for hemp extraction and cultivation, not for retail businesses**
- **4 Hemp Extraction licenses, 3 Withdrawn applications, and 2 locations that were exempted based on the commissary kitchen exemption**
- **Hemp business licenses issued expire in October**
- **Hemp city license renewals were emailed to licensees in July**

- **THANK YOU FOR COMING!!**
- **ANY QUESTIONS?**